REGIONAL

UNIT 3

SCHOOL

Annual Report
For The Year Ended
June 30, 1992

93-02763/

ANNUAL REPORT

OF

REGIONAL SCHOOL UNIT 3

TO

THE MINISTER

DEPARTMENT OF EDUCATION

AND

THE PEOPLE OF REGIONAL SCHOOL UNIT 3

PARKDALE, P.E.I.

October 14, 1992

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COVER: East Wiltshire School
Location of Oct. 14/92 Annual Meeting

REPORT OF THE CHAIRPERSON AND EXECUTIVE COMMITTEE

Louis Bradley, Chairperson

This report covers the period July 1, 1991 to June 30, 1992; of personal significance is the fact that it is my final report as Chairperson of the Unit 3 School Board. My term as Chairperson began in July, 1989 and I have many fond memories of the many challenges and events that occurred since that time. I am especially proud of three developments: first, I believe that the trustees experienced the satisfaction of becoming a unified team with the common goal of acting in the best interests of students; second, I believe that the members of the Board concentrated on their primary responsibility by establishing numerous policies to guide the administration of the school unit; and third, I believe that years 1989 to 1992 will be remembered for the major construction projects that were completed in the Unit.

Listed by topic are the policies passed during the period July 1989 - June 1992:

School Attendance Areas
Purchasing
Tendering
Playground Equipment Funding
Smoke Free Space
Sexual Harassment
Employment Practices
Teacher Transfer
Principal Transfer
Staff Development
Evaluation of Superintendent
Evaluation of Assistant Superintendents
Early French Immersion
Mid French Immersion
School Library-Resource Centre
School Library-Resource Centre Selection Policy
Board Member Remuneration

Listed below are the major construction projects from July 1989 - June 1992:

Glen Stewart Elementary - Addition of six relocatables
East Wiltshire Junior High - Major new wing
Birchwood Junior High - Major renovation/addition
Queen Charlotte Junior High - Major renovation/addition
Gulf Shore Consolidated - New school
Westwood Primary - New school
Colonel Gray High - Major renovation/addition
Charlottetown Rural High - Major renovation/addition

The total cost of the projects listed above is estimated to be 65 million dollars.

The Board considers policy development to be its chief function along with obtaining resources for the provision of effective educational environments. The policies adopted during the past year are summarized below:

Board Member Remuneration (BHD):

The revisions in this policy centered on giving the Executive the responsibility of recommending events for which honorariums are to be paid and recommending activities to be categorized as professional development for trustees.

Purchasing (DJB):

This new policy establishes four principles on which all purchases will be based. The principles are (1) value for money should be the primary goal, (2) quality, durability and customer service should be considered in addition to price in all purchasing decisions, (3) advantages of bulk purchasing should be examined wherever possible, and (4) where all other factors are equal, the best price will be accepted.

Included in the policy are clearly defined spending guidelines and limits.

Tendering (DJC):

The new tendering policy to cover purchases of over $25,000 contains specific steps to follow in order to ensure that a "sealed tender system" is administered when major purchases are contemplated.

Sexual Harassment (GBCB):

As stated in Policy GBCB, "The Unit 3 School Board is committed to providing a workplace free of sexual harassment ... which includes, but is not necessarily limited to, any conduct, comment, gesture or contact of a sexual nature that detrimentally affects the work environment or leads to adverse job-related consequences for the victim."

The policy includes four sections: I Definition - Sexual Harassment, II Suggested Measures to be Taken By Victims, III Reporting of Sexual Harassment Complaints, and IV Disciplinary Action.

Principal Transfer (GCIA):

Administrative procedures were adopted to allow for the orderly transfer of principals from one school to another. The procedures were founded on the following belief: "The Unit 3 School Board believes that it should be possible for a principal to change assignments by means of a transfer to another principalship. The School Board accepts that the purpose of principal transfer is to expose the school communities to new leadership and at the same time provide for the personal and professional growth of principals ... A transfer has the potential of having a positive effect on the whole school community."

Staff Development (GCL):

The intent of this policy is to encourage and support the professional growth of all of its staff members. In summary, the policy supports school-based staff development, inservice training, facilitator training, the provision of resources, school visits, conferences, and the establishment of a library of professional development materials.

Mid French Immersion (IGBF):

Mid French Immersion is designed to enable students to enter the program at the Grade 4 level at the Gulf Shore School. The program reflects the heritage of the North Shore. The policy indicates the procedures to follow with regard to the establishment of a class and the amount of English and French instruction at each grade level.

School Library-Resource Centre (IIAC)
School Library-Resource Centre Selection Policy (IIBD)

These expansive policies will carry Unit 3 into the next century with regard to the importance of Library-Resource Centres in our schools. Based on the Provincial Policy on School Libraries, Unit 3 Philosophy of Education and the recently developed Provincial Philosophy of Education, the Unit 3 School Board has declared that to achieve the fundamental goals of education it is essential to provide students with quality, comprehensive library-resource centre services. In addition to the provision of material resources, Unit 3 supports the school-based efforts of principals, teacher-librarians and teachers as they work cooperatively to equip students with the skills and strategies they will need for independent lifelong learning and decision making.

The policy generates supplementary documents that support the overall goals of the central theme. These complementary statements include a policy for the Selection of Resources, the P.E.I. Information Skills Continuum, A Procedure for Weeding, A Handbook for Library-Resource Centres and Regulations for Dealing with Challenged Materials.

The work of the trustees in Unit 3 is carried out in various meeting formats; the following chart summarizes the meetings held during the past year.

Regular Board Meetings	10
Special Board Meetings	9
Annual Board Meeting	1
Conference Sessions	7
Committee Meetings	67
Ad Hoc Committee on Cafeteria Review	6
Ad Hoc Committee on Education Task Force	5

I wish to express my thanks to Executive members Jeannie Lea and Helen Larkin, and to Committee Chairpersons Helen McCabe, Gayle Mooney and Reid Sangster.

The leadership tasks in Regional School Unit 3 are interesting and challenging; on behalf of the trustees I wish to thank all members of the Unit 3 staff for providing a meaningful education for our children. Special thanks to the four superintendents with whom we have had direct and constant contact over the past three years.

CURRICULUM COMMITTEE REPORT

Chairperson - Reid Sangster

In August, the Curriculum Committee identified fifteen goals for the 1991-92 year. In addition, several projects were assigned to the committee during the year. As a result, the Curriculum Committee had a busy but rewarding year.

School visitations continue to be a priority of the committee. During the year, a visitation was made to Charlottetown Rural High School to observe computer education. This visitation provided members with an opportunity to become better informed about computer education programs at the high school level. A visitation was made to Westwood Primary School to observe programs for grades 1-3. Westwood is unique in that it only has primary students. Committee members had a good opportunity to review the "holistic" approach to teaching language. The new mathematics pilot and phonemic analysis remediation were also observed.

The Curriculum Committee was involved in the development of a number of policies. A policy on staff development was formulated early in the year. The committee also established three policies related to the library-resource centre program. These policies included: a general statement of policy for school library-resource centres; a school library-resource centre selection policy and a regulation outlining procedures for dealing with challenged materials. The committee also initiated work on a special education policy. It was agreed that work on this policy should be continued.

As part of its mandate, the committee monitored several programs during the year. Members met with Department and Unit consultants to review the implementation of the new mathematics programs. The committee was also updated on progress being made in the use of computers in the Unit. The committee also received information about the vast number of pilot programs being conducted in the Unit.

The committee met with the Unit 3 Curriculum Consultative Committee and received their report. The Unit Consultative Committee was established to identify and study some curriculum issues. Some of the topics discussed included: subject related concerns in science, mathematics and language arts; instruction practice; social issues; technology and program expectations.

In January, the School Achievement Indicators Project was reviewed. The committee met with representatives of teachers and administrators to discuss concerns related to the project. The pilot testing of the National Indicators at East Wiltshire and Charlottetown Rural was also monitored. The committee will continue to monitor these tests as they are implemented across the Unit.

The committee continues to monitor the development of Career Exploration Courses for Charlottetown Rural and Colonel Gray High Schools. The present vocational programs offered by Holland College are being phased out. As a result, there is a need to develop new high school programs. Unit 3 has provided leadership in the development of these courses and has initiated a substantial number of pilot courses to be implemented in conjunction with the renovations of the high schools. Information was also received about a career education planned for career week in November, 1992. Career Expo '92 will provide secondary students with an opportunity to become more aware of various career options.

The committee has been interested in the health curriculum. Lyall Huggan, Department of Education Health Consultant, reviewed the progress being made in implementing new programs at the various grade levels. The committee also continues to monitor the implementation of Family Life Education and received information about the amalgamation of the Health and Family Life Education programs at the grade 4 to 6 levels. The Curriculum Committee recommended that the "opt in" procedure for specific family life education topics be reviewed.

Information was received about the Stay in School program. This program has been expended to all four junior high schools. Committee members also reviewed facilitative communication and were impressed by the progress being made through this program for autistic children.

The Curriculum Committee continued to express interest in Enrichment and Gifted Education programs. The Unit 3 Enrichment Committee presented a report, reviewed enrichment activities with the Curriculum Committee and made recommendations for future direction. The Curriculum Committee agreed on the need for more direction in this area. It was agreed that statements on enrichment should be developed by the Unit and the Department. The Unit 3 Tutor Project was also reviewed. The committee expressed support for the continuation of this program.

The Curriculum Committee also reviewed the Primary French Immersion program. Consultants from the Department and the Unit discussed the rationale for change in the program and outlined the philosophy of the program. The present teaching methodology was also reviewed and compared with procedures used in the past. The needs for continuing in-service for teachers and for improved communication with parents were also identified.

The committee continued to be concerned about Art Education. The committee has identified this program as a goal for two years and has expressed concern about the need for program development in this area. It is anticipated that a new art curriculum will soon be developed. Environmental education also was identified as an area to be reviewed.

A goal to study the semester system at the high school level was established. It was anticipated that semestering would be reviewed as part of a secondary review. As a result, the committee decided to defer work on this topic until a later date.

To conclude, the 1991-92 school year has been an active one for the Curriculum Committee. A thank you is extended to the committee members: Helen Larkin, Anna Duffy, Thin-Meiw Choo and Ulysse Robichaud.

FINANCE AND OPERATIONS COMMITTEE REPORT

Chairperson - Gayle Mooney

The Unit 3 Finance and Operations Committee began the fiscal year 1991-92 with the pleasant task of welcoming a new Superintendent of Business. After saying goodbye to the outgoing Superintendent, Mr. Bernie Young was welcomed by committee members and the Unit 3 School Board. The remainder of the year, however, would prove to be marked by obstacles.

The first obstacle to be addressed by the committee was the fact that spending in the previous year had exceeded revenues by approximately $285,000. This indicated that spending needed to be reduced significantly in order not to overspend by a similar amount in 1991-92. At its budget meeting on November 4, 1991, the Unit 3 School Board passed a budget which called for significant spending cuts in administration and maintenance. Although the cuts were expected to be difficult, the deficit issues could not be set aside.

Contributing to the difficulty surrounding the 1991-92 budget was the fact that government funding would not be increased over 1990-91 levels. The committee was required to develop a budget which not only eliminated all new spending proposals but also absorbed all inflationary cost increases.

The next obstacle came in the form of a government request to return portions of approved grants to offset a projected deficit at that level. At Unit 3, this amounted to a further reduction of $95,700, resulting in a number of modifications to school bus maintenance, student special events and professional development programs.

These obstacles were met by the Finance and Operations Committee in the midst, not only of a changeover in senior staff support, but also a major technical conversion in the form of a new mini-computer and accounting software. After an initial "breaking in" period, the new Financial Information System (FIS) has proven to be a valuable asset for providing detailed financial information and analysis. It will continue to be a powerful addition to the Unit's stock of financial management tools for many years to come.

In terms of policy development, the committee had a very successful year. Having identified the area of procurement as one which needed to be addressed, the committee went on to present a new policy, DJB - Purchasing and a revised policy DJC - Tendering, to the Unit 3 School Board. These policies were accepted and passed by the Board on March 11, 1992.

In addition, a revised policy BHD - Board Member Remuneration was passed on April 15, 1992. This policy was a consolidation of three similar policies, and was intended to improve consistency and accountability in the administration of trustee remuneration issues.

There were also a number of additions to the Unit's list of capital assets which are worthy of note. Nine new school buses were purchased, at a total cost of $513,000, and five more were ordered for 1992-93. These additions restore the number of spare buses to its normal level of 10% of the fleet. It is hoped that by retiring the older buses which are being replaced, the Unit's overall bus repair expenses can be reduced.

Additional buildings opened in 1991-92 include the new elementary school in Cornwall, P.E.I., Westwood Primary and a renovated building at Queen Charlotte Junior High. Both of these buildings were officially opened during the 1991-92 fiscal year, at a total combined cost of over twelve million dollars. These buildings will continue to serve their respective communities for many years to come.

In summary, the Finance and Operations Committee overcame significant obstacles early in 1991-92 to finish the year with notable achievements. Committee members and staff look forward to another successful year in 1992-93.

PERSONNEL COMMITTEE REPORT

Chairperson - Helen McCabe

The Personnel Committee for the school year 1991-1992 was comprised of Jeannie Lea, Jill Lightwood, David Lipton and Helen McCabe. John MacDonald, Superintendent of Administration, was resource person to the committee.

During the year a number of goals were completed and a number of policies were developed, revised and reviewed.

A Principal Transfer Policy (GCIA) was developed to make it possible for a principal to change assignments by means of a transfer to another principalship. The purpose of this policy is to expose the school communities to new leadership and at the same time provide for the personal and professional growth of principals.

The Sexual Harassment Policy (GBCB) was developed to explain the Unit 3 School Board commitment to a workplace free of sexual harassment. It is also intended to educate all employees about sexual harassment in the workplace and what steps can and will be taken by the Unit 3 School Board to deal with it.

The Teacher Transfer Policy (GCI) was revised. The changes are an attempt to increase the frequency of postings during the most critical staffing period. The policy revision also gives clear direction to principals and to teachers wishing to transfer after June 30.

The Employment Practices Policy (GCD) was revised to accommodate the changes needed in administering the Principal Transfer Policy.

During the year, a number of the Board Policies that refer to personnel matters were reviewed to determine the appropriateness and effectiveness of these policies. The following is a list of policies that were reviewed: Evaluation of Teachers (GCN), Interview Expenses (GCCC), Lay-Off of Teachers for Declining Enrolment (GCPA), Progress Reports of Principals, Consultants, and Coordinators (GCN-R), Retirement of Instructional Staff (GCPC), Alcohol/Drug Abuse (GCQ) and Conflict of Interest (GPCA).

During the year the Unit was involved in three programs funded by Employment and Immigration Canada. In one program, 24 staff associates were hired for 17 weeks. A second program saw 24 staff associates hired for 13 weeks and a third program had 4 teachers and 1 teacher assistant hired from October 21, 1991 until June 19, 1992.

A new computerized Student Record System was monitored throughout the year. This system will allow for a faster and more accurate information flow among schools and with the Department of Education.

Helen McCabe represented the Personnel Committee on the Unit 3 Sabbatical Leave Committee. Two applicants from Unit 3, Wanda Sherren and Brian Gray, were granted Sabbatical Leave by the Minister of Education.

A Search Committee made up of the Personnel Committee; Lou Bradley, Chairperson of the Unit 3 School Board; Sterling Stratton, Superintendent of Education; Al Ledgerwood, Board Office Staff Representative; and Grant Canvin, Principal Representative; was assembled to conduct a search for a Superintendent of Administration. Ricky Hood received the appointment.

The Personnel Committee, in cooperation with the Area 3 Association of the P.E.I. Teachers' Federation, hosted a most successful reception for retiring employees.

Statistics

Regional School Unit 3 employed the following personnel during the 1991-1992 school year: (full-time equivalents)

42.16	Administrative Support	29	Teachers on Leave
17.80	Board Based Supervisory	2	Teachers on Secondment
619.13	Instructional	1	Teacher on Exchange
64.70	Property Maintenance		
50.21	Teacher Assistants		
116.00	Transportation		

Three teachers were granted sabbatical leaves. Retirements included the following staff: 12 teachers; 1 school secretary; 7 bus drivers; and 1 cleaner. Resignations included 4 teachers and 3 teacher assistants.

This has been a successful year for the Personnel Committee and as Chairperson, I would like to express appreciation to Committee Members for their cooperation and dedication throughout the year. I would also like to thank John MacDonald, Superintendent of Administration for his work and support to the Personnel Committee.

Appendix A

REPORT OF THE SUPERINTENDENT OF EDUCATION

Sterling Stratton

One of the characteristics of the public school system (grades one to twelve) is that it is constantly evolving. Evidence of this review and revision syndrome can be found by recognizing the fact that teaching methods are constantly changing and by noting the frequency of curriculum reform. Change in education is ever present. On occasion, the pace of change is heightened by a single educational event. The 1991-92 school year produced such an event which took the form of a report entitled, "EDUCATION: A SHARED RESPONSIBILITY" which was prepared by the P.E.I. Task Force on Education. The release of the report attracted the interest and attention of the stakeholders in public education.

The significance of the Task Force Report can be judged by the degree of follow-up activity that was generated by the Government of Prince Edward Island. As a result of the report, a number of high profile committees were formed whose mandates were to prepare detailed recommendations concerning structure and accountability, age of entry and kindergarten, program development, human resource development, and junior and senior high school programs.

As the school year came to an end, the Department of Education had given the highest priority to the examination of the structures that govern public school education. The original "Task Force" idea of a stronger "provincial focus" was magically transformed into the notion that four levels of educational government should be in place consisting of the Department of Education, Provincial School Board, Regional Units and School Councils. This conclusion lead to great discussion regarding the division of powers among the four levels.

These planning activities may eventually redefine the fundamental nature of Regional School Unit 3; as of June 1992, the redefinition had yet to take place.

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As recorded in the Unit 3 Policy Manual, "The ultimate goal of education is to develop the abilities of each individual so that individual aspirations can be met and positive contributions made to society". This philosophy is pursued by educators in Unit 3 but to no greater degree than by Mr. John MacDonald, Superintendent of Administration who retired in June. Mr. MacDonald served the Unit as a teacher, principal,

special education consultant and superintendent. Other staff members with the same commitment to students retired as well; the contributions made by these dedicated employees are appreciated by all students, parents, trustees, and staff associated with Unit 3:

Sister Simone Abbass	Teacher	Glen Stewart
Ruth Acorn	Teacher	L.M. Montgomery
John Bradley	Teacher	Colonel Gray
Florence Burge	Teacher	St. Jean
Heath Craswell	Bus Driver	Charlottetown Rural
Paul Dawson	Bus Driver	Bluefield
Vincent Doiron	Bus Driver	Gulf Shore
Bernadette Dunn	Teacher	St. Jean
Connie Foy	Bus Driver	Englewood
Desmond Gallant	Teacher	Bluefield
Florence Hooper	Teacher	Colonel Gray
Ethel Keenan	Teacher	Parkdale
Anna MacInnis	Cleaner	St. Jean
John MacNeill	Bus Driver	Bluefield
Dorothy MacRae	School Secretary	West Royalty
Leo McQuaid	Teacher	Bluefield
Alban Pineau	Bus Driver	Gulf Shore
Garnet Steele	Teacher	Birchwood
Donald Stewart	Teacher	Queen Charlotte

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As has been reported in earlier annual reports, Charlottetown Rural and Colonel Gray High Schools are being reconstructed so that each school's instructional space will be doubled. Because of this circumstance, the schools will be able to offer a more comprehensive list of courses. One new aspect added to the programs of study is the introduction of Career Exploration Courses. These courses have been designed by Unit 3 staff and are being introduced under the local pilot project scheme. The individual courses have been categorized under six cluster titles: Business and Information, Construction and Manufacturing, Communication and the Arts, Electricity and Electronics, People and the Service Industry, and Power and Mechanics.

Because of the uniqueness of the CEC initiative, I believe that the characteristics common to all Career Exploration Courses should be recorded in this report.

All Career Exploration Courses:

- Contain a recognizable link to the world of work,
- Include a study of related careers;

- Provide students with specific manual skills,
- Include practice in common work skills,
- Include the development of positive attitudes towards the workplace;

- Emphasize basic skills in language and mathematics as they relate to real life situations,
- Develop an appreciation for lifelong learning,
- Develop an appreciation of the fact that most students will experience as many as five major career changes in their lifetimes;

- Have a direct connection to post-secondary study at the community college level,
- Have an indirect connection to post-secondary study at the university level,
- Offer, to varying degrees, marketable skills that are suitable for direct entry into the job market,
- Offer practical, universal work skills that are appropriate for direct entry into the job market;

- Are, in the main, offered to all students regardless of past educational achievement,
- Allow students to gain a credit through exemplary effort,
- Allow students with advanced talent to be rewarded with both a credit and an appropriately high mark;

- Give students an opportunity to work independently and in teams;

- Utilize modern technology whenever possible;

- Provide opportunities to prepare for leisure time activities.

On behalf of the four superintendents in Unit 3, I thank all trustees, principals, instructional staff, and support staff for their cooperation during the 1991-92 school year. Finally, I wish to give special recognition to Lou Bradley, Chairperson of the Unit 3 School Board; Lou has been a source of inspiration for the Unit and he has given three years of faithful service to parents and students under our jurisdiction.

Regional Administrative Unit 3
Financial Statements
June 30, 1992

Doane Raymond
Chartered Accountants

A member firm of Grant Thornton

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Auditors' Report

To the Board of School Trustees of
Regional Administrative Unit 3

We have audited the operating and capital fund balance sheets of Regional Administrative Unit 3 as at June 30, 1992, and the statements of revenue, expense, and operating deficit, and changes in investment in capital assets for the year then ended. These financial statements are the responsibility of the Unit's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Unit as at June 30, 1992, and the results of its operations for the year then ended in accordance with generally accepted accounting principles applied by Prince Edward Island Regional Administrative Units.

Charlottetown
Prince Edward Island
September 18, 1992

Doane Raymond

Chartered Accountants

A member firm of
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Regional Administrative Unit 3
Statements of Revenue, Expense and Operating Deficit

Year Ended June 30	1992	1991
Revenue		
Grants		
Administration	$ 250,089	$ 271,500
Capital		
Bus purchases	561,710	678,143
Equipment replacement and special projects	793,612	782,948
Long term debt	4,138,729	2,581,242
Maintenance and operation	2,078,000	2,117,600
Program	519,815	520,600
Salaries and benefits	39,865,321	37,144,265
Transportation	721,366	750,546
Other revenue (Note 2)	339,812	497,112
Unfunded depreciation on property and equipment	2,187,467	1,761,557
	51,455,921	47,105,513
Expense		
Administration	309,702	419,229
Capital		
Bus purchases	561,710	678,143
Equipment replacement and special projects	850,519	844,418
Long term debt	4,138,729	2,581,242
Maintenance and operation	2,304,917	2,259,740
Program	548,563	580,439
Salaries and benefits	39,806,420	37,424,499
Transportation	834,498	840,091
Unfunded depreciation on property and equipment	2,187,467	1,761,557
	51,542,525	47,389,358
Excess of expense over revenue	$ (86,604)	$ (283,845)
Operating surplus (deficit), beginning of year	$ (209,674)	$ 74,171
Excess of expense over revenue	(86,604)	(283,845)
Operating deficit, end of year	$ (296,278)	$ (209,674)

See accompanying notes to the financial statements.

Regional Administrative Unit 3
Balance Sheet - Operating Fund

June 30	1992	1991
Assets		
Current		
Cash and short term deposits	$ 621,813	$1,289,857
Receivables	98,114	217,179
Prepaid expense	43,676	74,500
	$ 763,603	$1,581,536
Liabilities		
Payables and accruals		
Grants (Note 4)	$ 285,798	$ 463,532
General	193,206	323,351
Salaries and benefits	157,187	447,547
Debenture interest payable	375	375
Capital	18,143	107,700
Deferred items (Note 5)	405,172	448,705
	1,059,881	1,791,210
Deficiency		
Operating deficit	(296,278)	(209,674)
	$ 763,603	$1,581,536

Approved on behalf of the Board

Board Chairperson

Helen E. Larkin Board Secretary

See accompanying notes to the financial statements.

Doane Raymond

Regional Administrative Unit 3
Balance Sheet - Capital Fund

June 30	1992	1991
Assets		
Investments	$ 2,000	$ 2,000
Property and equipment (Note 3)	50,331,626	38,298,812
	$50,333,626	$38,300,812
Liabilities		
Long term debt - debentures (Note 6)	$39,105,207	$26,620,891
Equity		
Investment in capital assets	11,228,419	11,679,921
	$50,333,626	$38,300,812

Approved on behalf of the Board

Board Chairperson

Board Secretary

See accompanying notes to the financial statements.

Regional Administrative Unit 3
Statement of Changes in Investment in Capital Assets

Year Ended June 30	1992	1991
Balance, beginning of year	$11,679,921	$11,688,113
Add:		
Purchase of		
Land	123,000	
Buildings and improvements	12,362,617	13,305,856
Furniture and equipment	1,172,954	489,904
Buses	561,710	678,143
Debt retirement out of current funds	584,368	440,065
	26,484,570	26,602,081
Deduct:		
Issue of debentures payable	13,068,684	13,160,603
Depreciation		
Buildings	1,155,828	868,585
Furniture and equipment	518,007	407,193
Buses	513,632	485,779
	15,256,151	14,922,160
Balance, end of year	$11,228,419	$11,679,921

See accompanying notes to the financial statements.

1. Summary of significant accounting policies

Property and equipment
Property and equipment are recorded at values carried in the accounts of the former School Boards as at June 30, 1972, with subsequent additions at cost. Buses are recorded at cost.

Property and equipment additions funded from current operations are recorded as expenses in the operating fund and capitalized in the capital fund.

Schools constructed and renovated by the Prince Edward Island Department of Public Works are recorded as property and equipment in the capital fund when title and related long term debt is passed.

Depreciation
Depreciation is calculated on the diminishing balance basis for buildings at a rate of 2½% per annum and for furniture and equipment at 20% per annum. Depreciation is calculated on the straight line basis for buses at 12% per annum.

Unfunded depreciation on property and equipment
Unfunded depreciation on property and equipment is a revenue amount offsetting depreciation expense. The Department of Education does not fund depreciation on a current basis.

Commitments
Included in payables and accruals are outstanding commitments totalling $31,268 (1991 - $169,400). These amounts relate to the current year school budget for goods and services to be received or provided subsequent to year end.

Inventories, at the lower of cost and net realizable value
Bus parts inventory in the amount of $188,781 (1991 - $199,725) has not been reflected on the balance sheet. All such supplies are expensed when purchased.

Deferred revenue
The unexpended portion of grants received for specific purchases is deferred and used for the related future purchases.

Pension plans
Employees of the Unit are members of defined benefit pension plans of the Province of P.E.I. The expense of the Unit is limited to current year contributions as any shortfall in funding of the pension plans is the responsibility of the Province of P.E.I. In addition, the Province of P.E.I. provides an annual grant to fund the Unit's portion of contributions to the pension plan.

Contributions to the pension plans, and related offsetting grant, for the current year were $1,829,870 (1991 - $1,725,343).

1. **Summary of significant accounting policies** (con't)

Vacation pay and service gratuities
No liability has been recorded in these financial statements for accrued but unpaid vacation pay and service gratuities. The Unit receives direct funding from the Province of P.E.I. on an annual basis to cover such costs.

Debenture interest
No liability has been recorded in these financial statements for accrued but unpaid debenture interest.

2. Other revenue	1992	1991
Insurance proceeds	$ 51,745	
Investment income	90,132	$241,914
Rentals	137,079	145,712
Sundry	60,856	109,486
	$339,812	$497,112

3. Property and equipment

	Gross Value	Accumulated Depreciation	1992 Net Book Value	1991 Net Book Value
Land	$ 890,930		$ 890,930	$ 767,930
Buildings and improvements	54,789,285	$ 9,707,689	45,081,596	33,874,807
Furniture and equipment	7,180,386	4,896,665	2,283,721	1,628,774
Buses	5,268,705	3,193,326	2,075,379	2,027,301
	$68,129,306	$17,797,680	$50,331,626	$38,298,812

4. Grants payable (receivable)

	1992	1991
Province of Prince Edward Island - net		
Salaries and benefits	$ 528,827	$ 648,090
Contract services	(213,714)	(167,048)
Tuition	27,000	17,880
Sale of assets	7,000	6,588
Transportation	(41,978)	(41,978)
Sundry	(21,337)	
	$ 285,798	$ 463,532

5. Deferred items

	1992	1991
Funds designated for		
Minority and Second Language Program purchases	$ 99	$ 6,299
Future renovations and repairs to cafeteria equipment	121,940	99,641
Bus purchases	5,033	68,631
Program expenditures	21,526	22,054
Future renovations and repairs to Colonel Gray School	226,604	226,604
Special capital projects	29,970	25,476
	$ 405,172	$448,705

6. Debentures payable

Property	Interest Rate %	Maturity Date	1992	1991
Eliot River	7.50	March 31, 2005	$ 452,743	$ 472,982
Stonepark	7.75	March 31, 2005	1,085,703	1,133,353
Central Queens	11.00	March 31, 2009	638,313	651,236
Glen Stewart	11.00	March 31, 2009	980,950	1,000,810
Bluefield	14.25	March 31, 2010	2,154,045	2,181,009
East Wiltshire	12.75	March 31, 2015	2,011,105	2,026,528
Mount Herbert	12.00	May 16, 1993	35,757	67,675
Englewood	12.75	March 31, 2005	493,922	508,809
L.M. Montgomery	11.25	March 31, 2016	2,501,651	2,522,877
Stonepark	10.00	March 31, 1993	6,619	12,636
Prince Street	10.00	March 31, 1993	7,195	13,735
West Kent	10.00	March 31, 1993	8,875	16,941
Glen Stewart	11.78	March 31, 1994	25,746	36,610
Eliot River	10.75	June 15, 1999	524,180	572,931
Glen Stewart	11.50	March 15, 1995	19,913	25,290
Spring Park	11.50	March 15, 1995	66,375	84,298
Prince Street	11.50	March 15, 1995	16,594	21,075
East Wiltshire	12.00	March 31, 2005	1,247,277	1,287,008
Glen Stewart	12.00	March 31, 2000	690,260	740,367
Birchwood	11.625	March 31, 2021	7,252,385	7,284,842
Gulf Shore	11.625	March 31, 2021	5,641,254	5,666,500
Stonepark	11.00	March 31, 1996	71,209	84,830
Glen Stewart	11.00	March 31, 1996	46,547	55,450
St. Jean	11.00	March 31, 1996	30,532	36,373
Fort Augustus	11.00	March 31, 1996	27,372	32,608
L.M. Montgomery	8.50	February 3, 1997	127,739	
Sherwood Elementary	8.50	February 3, 1997	137,183	
Westwood Primary	10.75	March 31, 2022	5,621,055	
Queen Charlotte	10.75	March 31, 2022	7,182,708	
Paid out during the year				84,117
			$39,105,207	$26,620,890

Annual principal payments required in each of the next five years are as follows: 1993 - $667,836; 1994 - $675,892; 1995 - $734,845; 1996 - $772,566; 1997 - $800,460.

Funds for the above payments will be provided annually by the Prince Edward Island Department of Education.

7. Comparative figures

The 1991 comparative figures have been reclassified for salary and benefits grant revenue and expense, and depreciation. These items were previously allocated to the related departmental revenue and expense categories.

Regional Administrative Unit 3
Schedule of Administration Expense

Year Ended June 30	1992	1991
Advertising	$ 9,008	$ 16,752
Board member remuneration	25,160	29,160
Board member travel and other	34,027	35,885
Miscellaneous	30,025	53,950
Office supplies	48,952	41,868
Postal services and express	30,053	28,057
Professional services	30,123	80,250
Travel	102,354	133,307
	$309,702	$419,229

Regional Administrative Unit 3
Schedule of Maintenance and Operation Expense

Year Ended June 30	1992	1991
Annual cleaning	$ 5,294	$ 13,805
Building repairs	415,057	475,159
Electricity	726,949	642,153
Equipment repairs	40,232	45,992
Fuel	495,408	485,209
Garbage, water and sewage	114,994	91,909
Insurance	114,293	122,410
Janitorial supplies	94,416	125,935
Maintenance and grounds	57,171	36,097
Miscellaneous	18,344	
Rentals	23,994	38,292
Snow removal	72,426	67,622
Telephone	126,339	115,157
	$2,304,917	$2,259,740

Regional Administrative Unit 3
Schedule of Program Expense

Year Ended June 30	1992	1991
Academic supplies	$ 77,142	$ 80,957
Art	17,063	20,718
Curriculum development	10,138	13,682
Duplicating supplies	136,705	141,187
French	3,266	4,697
French immersion	36,995	32,212
Guidance	5,900	10,578
Home economics	12,671	11,104
Industrial arts	39,481	40,081
Library	62,544	65,659
Miscellaneous	66,051	96,529
Physical education	27,822	29,307
Science	16,857	19,100
Special education	35,928	14,628
	$548,563	$580,439

Regional Administrative Unit 3
Schedule of Salaries and Benefits Expense

Year Ended June 30	1992	1991
Board supervisory	$ 963,798	$ 872,333
Secretarial and clerical	1,122,795	1,130,865
Instructional supervisory	4,134,594	3,988,600
Instructional non-supervisory	28,320,358	26,507,489
Teacher assistants	889,523	853,599
Maintenance and operation	2,021,346	1,881,148
Transportation	2,354,006	2,190,465
	$39,806,420	$37,424,499

Note:

Board supervisory salaries include superintendent, assistant superintendents, business superintendent and consultants.

Secretarial and clerical salaries include board office secretarial and clerical staff, and school secretarial staff.

Instructional supervisory salaries include principals, vice-principals, department heads and coordinators.

Instructional non-supervisory salaries include all teaching staff excluding those listed above.

Maintenance and operations salaries include janitorial staff, maintenance staff, and building and maintenance supervisor.

Transportation salaries include bus depot staff, bus driver staff and transportation supervisor.

Regional Administrative Unit 3
Schedule of Transportation Expense

Year Ended June 30	1992	1991
Bus depot parts and supplies	$393,996	$398,250
Contract services	98,970	110,841
Gas	248,680	260,623
Insurance	30,525	24,723
Miscellaneous	62,327	45,654
	$834,498	$840,091

ELEMENTARY AND SECONDARY ENROLMENT BY AGE, GRADE AND GENDER

OCTOBER 31, 1991

Grades

		1		2		3		4		5		6		7		8		9		10		11		12		Other		Total		
UNIT	AGE	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	TOTAL
3	Under 6	91	107																									91	107	198
3	6	332	395	62	56	1			1																			395	452	847
3	7	34	63	313	330	93	60																					440	453	893
3	8	1	1	36	69	293	301	60	63	2																		392	434	826
3	9			1	1	41	85	311	324	76	60																	429	470	899
3	10	1			1		2	50	71	274	324	73	63															398	461	859
3	11				1		1		3	46	107	311	269	67	53													424	434	858
3	12							1		1	6	56	106	311	303	77	62	1										447	477	924
3	13											1	5	60	116	295	245	75	69									431	435	866
3	14												1	5	6	74	119	323	266	58	31							460	423	883
3	15															3	15	71	120	286	254	60	59	3	1			423	449	872
3	16													1		1	2	8	28	81	130	263	254	68	53			422	467	889
3	17																	2	2	27	42	77	109	240	219			346	372	718
3	18																		1	11	13	18	46	91	125			120	185	305
3	19																			5	5	4	9	25	36			34	50	84
3	20																				4	5	1	6	9			11	14	25
3	Over 20	1																2	1	1	2	1		3	2			8	5	13
UNIT TOTAL		460	566	412	458	428	449	422	462	399	497	441	444	444	478	450	443	482	487	469	481	428	478	436	445	-	-	5271	5688	10,959
																														10,959

REGIONAL SCHOOL UNIT 3

ENROLMENT BY SCHOOL AND GRADE

OCTOBER 31, 1991

School Code and Name	Grades 1	2	3	4	5	6	7	8	9	10	11	12	TOTAL
310 Charlottetown Rural High	-	-	-	-	-	-	-	-	-	349	316	407	1072
311 Colonel Gray Senior High	-	-	-	-	-	-	-	-	-	376	292	249	917
314 Bluefield High	-	-	-	-	-	-	-	-	-	225	298	225	748
320 Birchwood Junior High	-	-	-	-	-	-	160	177	220	-	-	-	557
321 Queen Charlotte Junior High	-	-	-	-	-	-	182	173	192	-	-	-	547
323 Stonepark Junior High	-	-	-	-	-	-	294	243	273	-	-	-	810
324 East Wiltshire Junior High	-	-	-	-	-	-	204	211	203	-	-	-	618
340 Glen Stewart Elementary	144	111	122	130	129	142	-	-	-	-	-	-	778
341 Central Queens Elementary	55	57	60	57	56	65	-	-	-	-	-	-	350
342 Eliot River Elementary	-	-	-	155	154	148	-	-	-	-	-	-	457
343 L. M. Montgomery Elementary	73	60	63	51	68	52	-	-	-	-	-	-	367
344 Port Augustus Elementary	30	22	32	21	23	29	25	20	18	-	-	-	220
345 Englewood School	45	19	26	34	36	28	23	30	36	-	-	-	277
346 Parkdale Elementary	36	28	34	30	30	21	-	-	-	-	-	-	179
347 Prince Street Elementary	89	65	69	51	52	74	-	-	-	-	-	-	400
348 Gulf Shore Consolidated	35	36	39	40	41	25	34	39	27	-	-	-	316
349 Sherwood Elementary	107	93	84	94	101	78	-	-	-	-	-	-	557
350 Eliot River Primary	137	132	131	-	-	-	-	-	-	-	-	-	400
351 Spring Park Elementary	99	81	80	92	95	94	-	-	-	-	-	-	541
354 St. Jean Elementary	47	51	49	31	26	39	-	-	-	-	-	-	243
355 West Kent Elementary	68	78	56	62	59	58	-	-	-	-	-	-	381
356 West Royalty Elementary	45	28	25	32	20	23	-	-	-	-	-	-	173
357 Stanhope-Grand Tracadie Elem.	16	9	7	4	6	9	-	-	-	-	-	-	51
TOTAL UNIT 3	1026	870	877	884	896	885	922	893	969	950	906	881	10959

Appendix E

REGIONAL SCHOOL UNIT 3

NUMBER OF FULL-TIME EQUIVALENT INSTRUCTIONAL PERSONNEL

BY CERTIFICATE AND AVERAGE SALARY

June 30, 1992

CERTIFICATE	NO.	AVERAGE SALARY
C2	1.00	$26,885
C3	5.00	31,924
C4	58.85	36,582
C5	313.35	42,646
C5A	127.03	46,109
C6	108.07	48,997
Vocational Type A & B		
C1	1.00	36,976
C3	1.83	45,235
C5	2.00	48,851
C6	1.00	50,663
TOTAL	619.13	$43,806

Appendix F

REGIONAL SCHOOL UNIT 3

NUMBER OF FULL-TIME EQUIVALENT
SUPPORT AND SUPERVISORY PERSONNEL

BY CATEGORY AND AVERAGE SALARY

June 30, 1992

CATEGORY	NO.	AVERAGE SALARY
Administrative Support	42.16	22,018
Property Maintenance	64.70	24,389
Teacher Assistants	50.21	16,478
Transportation	116.00	16,549
Board Based Supervisory		
Non-Instructional	3.00	45,971
Instructional	14.80	54,414

Appendix G

REGIONAL SCHOOL UNIT 3

TRANSPORTATION STATISTICS

1991 - 1992

SCHOOL BOARD OWNED BUSES

1.	Number of Operational Buses	110
2.	Seating Capacity of Buses Used	7,472
3.	Number of Students Transported	8,614
4.	Kilometers Per Day Regular Route	8,843
5.	Kilometers Per Year Regular Route	1,582,928
6.	Kilometers Per Year - Extra Curricular and Lack of Facilities Use	140,469
7.	Total Kilometers Per Year (5+6)	1,723,397
8.	Cost of Salaries and Benefits	$2,354,006
9.	Cost of Bus Operation*	$ 834,498
10.	Total Transportation Operational Cost (8+9)	$3,288,504
11.	Average Number of Students Per Bus (3/1)	78
12.	Average Number of Yearly Kilometers Per Bus (7/1)	15,667
13.	Operational Cost Per Bus (9/1)	$ 7,586.34
14.	Operational Cost Per Kilometer (9/7)	$ .48
15.	Total Transportation Operational Cost Per Student Transported (10/3)	$ 381.76

CONTRACTS

1.	Number of Contracts	15
2.	Cost of Contracts	$ 98,970
3.	Kilometers Per Day	1,575
4.	Total Kilometers Per Year	281,925
5.	Number of Students Transported	52
6.	Cost Per Kilometer (2/4)	$ .35
7.	Cost Per Student Transported (2/5)	$ 1,903.26

*Bus operation costs are for regular route and extra curricular use. Operating costs do not include depreciation on buses.

Appendix H

REGIONAL SCHOOL UNIT 3

INVENTORY OF SCHOOL BUSES

1991 - 1992

Number of Buses on Hand July 1, 1991	124
Buses Sold Since July 1, 1991	6
Other Buses Removed From Inventory	0
New Buses	
Ordered	9
Delivered	9
Number of Buses on Hand June 30, 1992	127
Total Cost of New Buses	$513,000

Appendix I

REGIONAL SCHOOL UNIT 3

BOARD OFFICERS AND COMMITTEES

1991 - 1992

CHAIRPERSON - Louis Bradley

VICE-CHAIRPERSON - Jeannie Lea

SECRETARY - Helen Larkin

CURRICULUM COMMITTEE

Reid Sangster (Chairperson)
Thin-Meiw Choo
Anna Duffy
Helen Larkin
Ulysse Robichaud
Louis Bradley (Ex Officio)
Sterling Stratton (Ex Officio)
Eldon Rogerson (Ex Officio)

FINANCE & OPERATIONS COMMITTEE

Gayle Mooney (Chairperson)
Ann Francis
Brian Hogan
Lorraine MacDonald
Bruce MacIsaac
Louis Bradley (Ex Officio)
Sterling Stratton (Ex Officio)
Bernie Young (Ex Officio)

PERSONNEL COMMITTEE

Helen McCabe (Chairperson)
Jeannie Lea
Jill Lightwood
David Lipton
Louis Bradley (Ex Officio)
Sterling Stratton (Ex Officio)
John MacDonald (Ex Officio)

AD HOC COMMITTEE ON EDUCATION REFORM

Ann Francis (Chairperson)
Helen Larkin
David Lipton
Sterling Stratton (Ex Officio)
Louis Bradley (Ex Officio)

AD HOC COMMITTEE ON CAFETERIA SERVICES

Ulysse Robichaud (Chairperson)
Lorraine MacDonald
Gayle Mooney
Sterling Stratton (Ex Officio)
Louis Bradley (Ex Officio)

AD HOC COMMITTEE FOR DISPOSAL OF CORNWALL SCHOOL

Brian Hogan (Chairperson)
Ann Francis
Helen McCabe
Bernie Young (Ex Officio)
Louis Bradley (Ex Officio)

Appendix J

REGIONAL SCHOOL UNIT 3

BOARD REPRESENTATION ON EXTERNAL COMMITTEES

1991 - 1992

PRINCE EDWARD ISLAND SCHOOL TRUSTEES' ASSOCIATION

Anna Duffy	- Unit 3 Director - Chairperson of Education and Curriculum Committee
Ann Francis	- Resolutions
Jeannie Lea	- President
Jill Lightwood	- Annual Meeting Planning Committee
David Lipton	- Unit 3 Director - Negotiations Committee
Reid Sangster	- Finance Committee

OTHER EXTERNAL COMMITTEES

Anna Duffy	- Government Relations Committee - Provincial Curriculum Advisory Committee - Saint Mary's University M.Ed Advisory Committee - Provincial School Calendar Committee
Brian Hogan	- P.E.I. Citizens' Council on Drug Abuse
Jeannie Lea	- Pay Equity Steering Committee - Planning Committee for 1994 CEA Conference - School Act Review Committee
David Lipton	- Advisory Council Pitch-In Canada - CIDA School Board Members Focus Group - Teacher Assistants Negotiations
Lorraine MacDonald	- Association of School Health for P.E.I. - Charlottetown Rural Construction Planning - Main and Sub Committee - McLuhan Awards Committee
Helen McCabe	- Education Negotiation Agency (CUPE)

Appendix K

REGIONAL SCHOOL UNIT 3

MEMBERS OF THE UNIT 3 SCHOOL BOARD

June 30, 1992

ZONE	NAME	ADDRESS	DATE OF EXPIRATION OF TERM
1	Louis Bradley	Kelly's Cross	June 30, 1995
2	Ann Francis	New Glasgow	June 30, 1993
3	Brian Hogan	Cumberland	June 30, 1995
4	Helen McCabe	Cornwall	June 30, 1993
5	Ulysse Robichaud	Cavendish	June 30, 1995
6	Jill Lightwood	27 Great George Street Charlottetown	June 30, 1993
7	Bruce MacIsaac	21 Lapthorne Avenue Charlottetown	June 30, 1995
8	Gayle Mooney	97 Upper Prince Street Charlottetown	June 30, 1993
9	Jeannie Lea	84 Greenfield Avenue Charlottetown	June 30, 1995
10	Helen Larkin	3 Maplewood Crescent Charlottetown	June 30, 1993
11	Thin-Meiw Choo	14 Blythe Crescent Sherwood	June 30, 1995
12	Reid Sangster	8 Pine Drive Sherwood	June 30, 1993
13	David Lipton	64 MacRae Drive East Royalty	June 30, 1995
14	Lorraine MacDonald	21 Harbourview Drive Southport	June 30, 1993
15	Anna Duffy	Fort Augustus	June 30, 1995

Appendix L

REGIONAL SCHOOL UNIT 3

BOARD OFFICE STAFF

1992 - 1993

Sterling Stratton	- Superintendent of Education
John MacDonald	- Superintendent of Administration
Eldon Rogerson	- Superintendent of Programs
Bernie Young	- Superintendent of Business

Instructional Staff

Guy Albert	- French Immersion Coordinator
Vangie Broderick	- Psychologist
Judy Davies	- Head Teacher Librarian
Norine Hanus	- Librarian
Eldon Jamieson	- Education Consultant
Frank Lechowick	- Psychologist
Al Ledgerwood	- Psychologist
Marilyn MacDonald	- Auditory Processing Specialist
Winnifred MacInnis	- Special Education Consultant
Ron Moore	- Research and Development Assistant
Kathy Pilkington	- Special Education Consultant
Debbie Pineau	- Core French Coordinator
Jeanette Scott	- Language Arts Consultant

Administrative Support Staff

Cindy Annett	- Secretary/Administration
Albert Arsenault	- Maintenance Supervisor
Shawna Carmody	- Secretary/Programs
Elizabeth Chandler	- Payroll Supervisor
Marlene Cox	- Payroll Assistant/Business Clerk
Mary Dunne	- Secretary/Programs
Ginny Foley	- Secretary/Programs
Mary Gallant	- Accounts Payable Clerk
Tony Gould	- Accountant
Donald MacFadyen	- Transportation Supervisor
Cathy MacKinnon	- Secretary/Transportation
Linda MacLeod	- Receptionist
Judi McGuire	- Secretary/Administration
Carol Mawle	- Photocopier Operator
Darlene Mutch	- Data Processor
John O'Neill	- Audio Visual Coordinator
Sharon A. Smith	- Secretary/Personnel
Sharon C. Smith	- Payroll Assistant
Lee Wade	- Secretary/Business

Appendix M

REGIONAL SCHOOL UNIT 3

SCHOOLS AND PRINCIPALS

1991 - 1992

SCHOOL	GRADES	PRINCIPAL
Birchwood	7 - 9	George MacDonald
Bluefield	10 - 12	Adelbert Roche
Central Queens	1 - 6	Brian Andrew
Charlottetown Rural	10 - 12	Bernard Connolly
Colonel Gray	10 - 12	Tom Wilkinson
East Wiltshire	7 - 9	Gordon Ellis
Eliot River	4 - 6	Ron Bolger
Englewood	1 - 9	Melvin Ostridge
Fort Augustus	1 - 9	Edmund Kelly
Glen Stewart	1 - 6	Maitland MacIsaac
Gulf Shore Consolidated	1 - 9	Ricky Hood
L.M. Montgomery	1 - 6	George Doughart
Parkdale	1 - 6	Patrick Connolly
Prince Street	1 - 6	Brooke Brady
Queen Charlotte	7 - 9	Glen Hughes
St. Jean	1 - 6	Ron Gallant
Sherwood	1 - 6	Om Joshi
Spring Park	1 - 6	Grant Canvin
Stanhope/Grand Tracadie	1 - 6	Gemma Dunn
Stonepark	7 - 9	Eugene Murphy
West Kent	1 - 6	Ted Redmond
West Royalty	1 - 6	Gerry Lajeunesse
Westwood Primary	1 - 3	Nellie Aitken